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| **Job Title:** Senior Mental Health Advisor    **Section:** Greenwich Mental Health Hub    **Location:** Royal borough of Greenwich  **Hours:** 37.5 per week  **Responsible to:** Voluntary Sector Service Manager  **Responsible for:** Mental Health Advisors, Peer Support Workers and oversight of Volunteer Peer Support resource |
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| **Job Summary:**  To work as part of an integrated team with Bridge Support, BLG Mind and Oxleas NHS Foundation Trust (Oxleas) to enhance the quality of life, choice and opportunities for people with mental health problems in Greenwich by providing information and advice, person-centred recovery-orientated support, community bridge building and skills development courses. To manage and support Mental Health Advisors and Peer Support workers in the team. |

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| **Key Responsibilities:**   1. Provide information and advice to enable people to manage their mental health issues and take control of their own lives 2. Provide focused, time limited person-centred support to a caseload of people with mental health problems at any one time, including supporting people to develop and enact tailored recovery plans 3. Develop an excellent knowledge of opportunities available in the Borough and empower people to access them 4. Provide high quality line management to staff reporting to you, including: regular supervision, performance management, meaningful support and development opportunities 5. Work closely with staff from BLG Mind, Bridge Support, Oxleas, GP’s and other providers to ensure the delivery of a joined up and coherent provision for people with mental health problems in the Borough 6. Contribute to ensuring the Mental Health Hub is delivered in a coherent and joined up way, including working closely with Bridge Support, BLG Mind and Oxleas. 7. Undertake skilled assessments of needs and risks and make recommendations regarding appropriate interventions 8. Keep accurate records using the relevant software and contribute to the evaluation of the effectiveness of the service as required, include ensuring that outcome measures are completed and recorded in a timely and accurate way 9. Ensure excellent case management, including the setting and managing of expectations, using SMART targets and undertaking regular reviews 10. Work in an outcome-focused way to ensure that an individual’s quality of life is enhanced by their involvement with the service and the community in which they are living 11. Develop and maintain excellent partnership working relationships with a wide range of statutory and voluntary sector organisations across the Borough, brokering opportunities for clients in line with their goals and interests. 12. Provide support to the Voluntary Sector Service Manager in promoting and developing the service |

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| **General Responsibilities**   * Work in line with BLG Mind’s [Purpose, Vision, Values and Aims](https://issuu.com/tigerbay/docs/blg_mind_strategy_2021-24_digital?fr=sM2UzYjc1MDUyMA) * Positively represent BLG Mind, both internally and externally, and promote our work * Comply with BLG Mind’s policies and quality frameworks * Promote understanding, awareness and positive attitudes towards mental health and dementia * Promote equity, diversity and inclusion * Attend and actively contribute to individual supervision and training sessions, team meetings and organisational events * Perform other duties appropriate to the role * Support, encourage and engage active service user and carer participation wherever possible |